

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
SPECIAL MEETING  
Minutes of July 7, 2008**

- I. **ROLL CALL:** Chair Roger LeClair, Selectmen Melvin Adams (absent), Kenneth Johnson, Charles Morse, and Gregory Sanders. Also present were Recreation Chair Sally Davidson and Recreation Committee members Lori Bussiere, Lisalee DiLena, Vanessa Khouri Smith, Melissa Smith, Richard Smith, and Adam Van Vught.

Chair LeClair called the special meeting to order at 7:25 p.m.

- II. **PUBLIC PARTICIPATION:** none.

III. **DISCUSSION**

- a. **Recreation Committee.** Selectman Morse read Selectboard's expectations of the Recreation Committee, leaving the O & M to the Town Manager and program development to the Recreation Committee.
1. **Recreation Facilities Scheduling.** It was decided to have the Town Manager assign a staff member to maintain the master activities schedule for Town recreation and receive all requests for use of Town facilities.
  2. **Year-End Report.** A copy of the Year-End Report needs to be sent to the Recreation Committee in addition to the current balance in the Donation Fund.
  3. **Lifeguard Salaries.** There was a question as to what the lifeguards were paid so that the fees for pool use can be better judged in the future.
  4. **Pool Use Fees.** Fees are set each year by the Town Selectman with input by the Recreation Committee (along with the pool schedule). Such fees should be fair to all and consistent.
  5. **Purchasing Policy & Conflict of Interest Ordinance.** All policies adopted for purchasing shall be utilized for the Recreation Committee's appropriations of the Donation Fund.
  6. **"Safety Lists."** Facilities "safety lists" need to be given to the Town's Maintenance Worker so that concerns can be addressed as soon as possible at the Falls and Memorial Park.

IV. **PUBLIC PARTICIPATION: Non-agenda items**

- V. **ADJOURNMENT:** Motion by Selectman Johnson, seconded by Selectman Sanders, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 8:50 p.m.

Respectfully submitted,

*Roger LeClair*

Roger LeClair, Acting Clerk

These minutes are subject to approval at the next regular meeting.